

**SUPERIOR COURT OF CALIFORNIA
COUNTY OF IMPERIAL
939 W. Main Street
El Centro, CA 92243**

Your name: _____

Are you the ☐ Petitioner (P) or ☐ Respondent (R)?

Your case number: _____

Always bring a complete copy of your court case and this check list when you come to court to discuss your case.

CHECKLIST FOR YOUR UNIFORM PARENTAGE ACT CASE

Please use this checklist to keep track of the many documents in your case. Court forms are available for purchase at the clerk's window or you may print them for free from the internet at www.courts.ca.gov/forms. Instructions: Find the item and fill in the date of filing. *

START YOUR CASE:

BEGIN YOUR FILE

Form name	Form #	Date filed by P	Date filed by R
Summons	FL-210		N/A
Petition and any attachments	FL-200		
Declaration under Uniform Child Custody and Jurisdiction Enforcement Act	FL-105		

SERVE THE OTHER PARTY

Form Name	Form#	Date filed by P	Date filed by R
Proof of Service of Summons	FL-115		N/A

AFTER SERVICE

Form Name	Form #	Date filed by P	Date filed by R
Request to Enter Default (If no Response within 30 days)	FL-165		N/A
Response and any attachments, forms for children as above.	FL-220	N/A	
Case Management Questionnaire & attendance at Conference	Local Form		

FINISH YOUR CASE:

PREPARE YOUR JUDGMENT

Form Name	Form #	Date filed by P	Date filed by R
Declaration for Default or Uncontested Judgment	FL-230		
Advisement and Waiver of Rights	FL-235		
Stipulation for Entry of Judgment**	FL-240		
Judgment and any attachments or Settlement Agreement**	FL-250		
Notice of Entry	FL-190		
Child Support Case Registry	FL-191		
Notice of Right and Responsibilities	FL-192		

OR PREPARE FOR TRIAL

Form Name	Form #	Date filed by P	Date filed by R
Trial Brief	FL-08		
Income & Expense Declaration	FL-150		

* You must serve the other party a copy of any document you file and complete a proof of service. This list is basic, you may need more forms and more steps. If you need support, visitation, or other orders while your case is open, you may file a Request for Order.

** If applicable.